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Qualification Specification
Highfield Level 2 International
Award in Food Allergen
Awareness and Control in
Catering

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Highfield Level 3 International Award in Food Allergen Awareness and Control in Catering

Introduction

This specification is designed to outline all you need to know in order to offer this qualification in your Centre. If you have any further questions, please contact your Centre Manager.

Key Facts

| | |
|---------------------------|--------------------------------------|
| Duration | 5 hours |
| Assessment Method: | Multiple-choice question examination |

Qualification Overview

Building on a basic understanding of food safety, this qualification is intended to provide food handlers working in catering and retail, with the essential practical knowledge to enable them to assist in reducing the risk to customers, who are at risk from allergens.

It is designed to provide knowledge and understanding of food allergens and foods that commonly cause intolerances, their characteristics and effects, the importance of effectively communicating information regarding allergenic ingredients to customers, and how staff can minimise the risk of cross-contamination from allergenic ingredients.

Important Note: Highfield recommends that you contact the relevant Government Department in the country that you want to deliver this qualification, to ensure that local laws are being adhered to and that there are no additional approval requirements. It may be that you are required to register as a training provider within the country itself. Highfield approves centres based on its own criteria but does not represent any other organisations or regulatory departments.

Entry Requirements

Centres are responsible for ensuring candidates can meet the necessary level of language in which the course is being delivered. It is recommended that learners are a minimum of 14 years of age.

Delivery and Assessment Ratios

To effectively deliver and assess this qualification, it is recommended that centres do not exceed the ratio of 1 qualified tutor/assessor to a maximum of 20 learners in any one instance.

Guidance on Delivery

The total qualification time for this qualification is 5 hours, which may be adjusted in accordance with learners' needs and/or local circumstances. This qualification will usually be delivered in a classroom environment, however, if it is delivered via e-learning or a blended learning approach, then GLH would be adjusted accordingly.

Guidance on Assessment

This qualification is assessed by a multiple-choice question examination. This method of assessment is an end-of-course exam and must follow the Highfield Qualifications Examination and Invigilation Procedures. The examination for this qualification contains **20** questions that must be completed within **45** minutes. Successful learners must achieve a score of at least **12** out of **20** (60%). Learners will achieve a Distinction at **16** out of **20** (80%).

The examination will be completed via Highfield's e-assessment platform www.highfieldworks.com and the result will be available instantly. If a paper-based examination is requested as a special consideration, completed examination papers should be returned to Highfield for marking. Results will be provided to the centre once the marking and quality assurance checks are completed.

Centres must take all reasonable steps to avoid any part of the assessment of a learner (including any internal quality assurance and invigilation) being undertaken by any person who has a personal interest in the result of the assessment.

Recognition of Prior Learning (RPL)

Centres may apply to use recognition of prior learning or prior achievement to reduce the amount of time spent preparing the learner for assessment.

For further information on how centres can apply to use RPL as described above, please refer to the recognition of prior learning (RPL) policy in the members area of the Highfield website. This policy should be read in conjunction with this specification and all other relevant Highfield documentation.

Guidance on Internal Quality Assurance

Highfield recommends that centres have a robust mechanism in place for quality assurance. The quality assurance checks of the training delivery and assessments must be completed by a competent person at the centre, who must ensure that all Highfield training and assessment paperwork is completed to the correct standard and within the timescales advised by Highfield. Persons completing the quality assurance function, should not have been involved in any aspect of the delivery/assessment of the course they are quality assuring.

Highfield will conduct external quality assurance engagements to support Centres in the effective implementation and on-going management of this qualification. For example, this could be conducted via Highfield sampling Centre paperwork or conducting support visits to Centres.

Geographical Coverage

This qualification is for learners outside of the UK.

Tutor/Assessor Requirements

Highfield recommends that nominated tutors have teaching experience and hold a qualification in the relevant subject area. Therefore, it is recommended that tutors hold a minimum of a level 3 food safety qualification, together with relevant experience in the area of food allergen management, and a training qualification or training experience.

- **Suitable subject area qualifications may include:**
 - a degree or DipHE in a related subject such as:
 - food science

- environmental health
- home economics
- microbiology
- or one that contains elements of these subjects
- HNC/D in a related subject (as outlined above)
- Highfield level 3 qualification in food safety (or equivalent) and suitable experience in managing food allergens in the workplace or a Highfield Level 3 Award in Food Allergen Management in Catering or equivalent.
- Highfield level 4 qualification in food safety or equivalent
- a Graduate Diploma in Food Science and Technology of the Institute of Food Science and Technology
- or any other qualification and/or experience in the subject area that is at least equivalent to the qualifications outlined above

- **hold a recognised teaching qualification, which could include any of the following:**
 - Highfield Level 3 International Award in Delivering Training (IADT);
 - Highfield Level 3 or 4 Award in Education and Training;
 - Highfield Level 3 PTLLS,
 - Diploma or Certificate in Education;
 - Any other qualification and/or experience deemed appropriate by Highfield

Registered tutors are expected to keep up-to-date with developments in this subject through continuous professional development.

Reasonable Adjustments and Special Considerations

Highfield has measures in place for learners who require additional support. Reasonable adjustment such as additional time for the exam; assistance during the exam, such as using a scribe or a reader; translations; requests for remote delivery, is available upon approval from Highfield. Please refer to Highfield's Reasonable Adjustments Policy for further information/guidance on this.

<https://www.highfieldinternational.com/download>

ID Requirements

All learners must be instructed to bring photographic identification to the assessment to be checked by the assessor. The assessor must note the type of photo identification provided by each learner on the learner list document. Highfield will accept the following as proof of a learners' identity:

- National identity card (e.g. Emirates ID card);
- Valid passport (any nationality);
- Signed photo card driving licence; or
- Other photographic ID card, e.g. employee ID card (must be current employer), student ID card

For more information on learner ID requirements, please refer to the Highfield Examination and Invigilation Regulations within the Core Manual.

Progression

Progression and further learning routes include:

- Highfield Level 3 Award in Food Allergen Awareness and Control in Catering (RQF)
- Highfield Level 3 International Award in Food Allergen Management

Highfield offers a range of qualifications to help learners progress their careers and personal development. Please contact your Centre Manager for further information.

Useful Links

The following links are recommended to support centres in the delivery of this qualification:

- www.highfieldqualifications.com
 - www.highfieldinternational.com
 - www.food.gov.uk
 - <https://www.linkedin.com/groups/4589568> **Highfield Food Safety Forum** on LinkedIn
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Recommended Training Materials

- Food Allergen Awareness and Control in Catering PowerPoint (Level 2), Sprenger, Richard; Hutchinson, Jude.
 - Food Allergen Awareness and Control in Catering, book; Sprenger, Richard; MacAuslen, E; Hutchinson, Jude
 - Hygiene for Management, Sprenger, Richard. Highfield Products
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Appendix 1: Qualification Unit

Unit 1: Food Allergen Awareness and Control (International)
Level: 2
Duration: 5 hrs

| Learning Outcomes | Assessment Criteria |
|--|--|
| <i>The learner will</i> | <i>The learner can</i> |
| <p>1. Understand the characteristics and consequences of food allergies and intolerances</p> | <p>1.1 Recognise the importance of providing accurate allergen information and the potential implications of failing to provide correct information to consumers</p> <p>1.2 Identify the common symptoms of allergic reactions and food intolerances</p> <p>1.3 Identify common food allergens and foods commonly causing intolerances</p> |
| <p>2. Understand procedures for identifying and controlling contamination from allergenic ingredients</p> | <p>2.1 Recognise common sources and vehicles of contamination, and appropriate hygiene controls that food handlers should follow to prevent allergenic contamination in catering businesses</p> <p>2.2 Identify food allergen cross contamination hazards and controls at specific process steps from purchase to service</p> |
| <p>3. Understand procedures for the accurate communication of allergen information to consumers</p> | <p>3.1 Identify methods of locating accurate allergen information</p> <p>3.2 Recognise how allergen information can be provided effectively</p> |

Amplification

Learning Outcome 1

1.1 Importance of providing accurate allergen information and the implications of not doing so, including:

- Risk of allergy related illness/death.
- Risk of fines, imprisonment, legal costs, civil actions.
- Providing safe food, possible recall.
- Effect on reputation/profit.

1.2 Symptoms of allergic reactions and food intolerances, including:

- Typical symptoms of food allergy and intolerance, including mild and life threatening.
- Basic information regarding what to do if a customer suffers an allergic reaction, including emergency action for anaphylaxis.

1.3 Common food allergens and foods causing intolerances, including:

- Main food ingredients which cause allergic reactions and food intolerances and illnesses (e.g. Coeliac disease).
- Current allergens required to be identified.

Learning Outcome 2

2.1 Common sources and vehicles of allergenic contamination and appropriate hygiene controls:

- Common vehicles/sources to include hand and food contact surfaces, in particular in all food storage areas (including dry, refrigerated and frozen), food packaging, personnel (including hands), cloths, utensils.
- Controls include personal hygiene, cleaning, equipment.

2.2 Allergenic cross-contamination hazards and controls:

- Controls at specific process steps to include delivery, storage, preparation, cooking, display and service.
- Action to take if accidental contamination occurs.

Learning Outcome 3

3.1 Methods of locating accurate allergen information:

- Interpreting labels and recipes, food dishes which may contain hidden allergens, identifying presence of allergens by referring to delivery notes/recipes/product labels, specifications/ingredient lists and allergy file.

3.2 How allergen information can be provided effectively:

- Written and verbal communication both internally and to customers.
- Different ways information may be communicated to staff e.g. competent named people front of house and in kitchen or all staff trained.
- Need to make information available to consumers, importance of information being regularly updated and accurate.
- Communicating allergen information to customers:
 - encouraging information sharing
 - information all staff should know (depending on the system used in the business)
 - what to do if you do not know answers to customer questions regarding allergens
 - reporting and communicating problems and changes regarding allergens.